



COUNTY OF LOS ANGELES

DEPARTMENT OF HUMAN RESOURCES

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MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

To: Each Supervisor

From: Michael J. Henry
Director of Personnel

Subject: **RECRUITMENTS FOR POSITIONS FOR KING/ DREW MEDICAL CENTER**

Navigant Consulting has identified eight high level positions that they recommend be filled immediately. As you are aware, on January 24, 2005, the Department of Human Resources (DHR) entered into an agreement with the Department of Health Services and Navigant Consulting to assume the day-to-day responsibilities of directing the human resources functions at King/Drew Medical Center; therefore, DHR will administer the recruitments for these eight high-level positions, which are as follows:

- Chief Executive Officer - (Hospital Administrator II, Unclassified)
- Chief Operating Officer (Associate Hospital Administrator II)
- Chief Nursing Officer II
- Manager III, Facilities Operations and Crafts
- Nursing Director, Psychiatry
- Nursing Director, Medical Surgical
- Nursing Director Emergency Department/Critical Care
- Director, Quality Management/Performance Improvement

The recruitment for the Manager III, Facilities Operations and Crafts was opened on January 13, 2005 and is scheduled to remain open until the staffing needs are met. We have worked with Navigant Consulting regarding a position description on the other positions, and we are now working with Navigant Consulting on preparing recruitment announcements for these positions.

We anticipate opening the remaining recruitments by March 31, 2005. Such recruitments typically require 120 days to complete; this includes at least a 45 day filing period and includes background investigations. We are proposing that the recruitment announcements indicate that the recruitment will remain open until the staffing needs are met; therefore, if we identify strong candidates early in the filing period, this could reduce the 120 day requirement.

We anticipate utilizing a search firm for at least the Chief Executive Officer, the Chief Operating Officer and the Chief Nursing Officer II recruitments. The prompt recruitment of individuals for these positions is necessary to meet the targets established by Navigant to facilitate the transition from consultant to permanent County-employed executive leadership at King/Drew Medical Center. We will keep you informed of the progress of these recruitments.

If you have any questions, please call me.

MJH:REB
PS:ab

c: Chief Administrative Officer
Department of Health Services
Navigant Consulting

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